



**OUTREACH COMMITTEE MEETING  
MINUTES  
for  
January 11, 2006  
3:00 – 4:00 P.M.  
5<sup>th</sup> Floor Large Conference Room  
Riverside City Hall**

**1. Call to Order / Roll Call**

Commissioner Percy called the meeting to order at 3:05 p.m.

Present: Commissioners Brian Percy, Les Davidson, Bonavita Quinto-McCallum

Staff: Pedro Payne, Jenna McAlmond

**2. Approval of Minutes**

MOTION: To approve the minutes of November 9, 2005.

M/S/C: Davidson / Quinto / Carried

**3. Public Comments**

There were no public comments.

**4. Old Business**

**A. Status of Marketing Products**

- Letter Openers
  - The Press Enterprise published an article regarding the letter openers;
  - Staff is working on a generic business card to place in the openers.
- The CPRC table cover has been received and is stored in the vault.

**B. Outreach Poster**

- Staff reported that the poster is completed.
- Staff is ordering containers for brochures to be placed with the posters.

**C. Quality Review Survey Regarding Complaint Process**

- Dr. Payne reported that he and Chairman Percy have discussed the draft of the survey
  - They suggested that the committee meet with the Chief to get his input on the survey prior to taking it to the full Commission;
  - The committee discussed the questions being able to cover both RPD and CPRC;

- The committee discussed the idea that the survey might get a more objective response if it were sent out prior to the complainant learning the final determination of their case.
- Dr. Payne will
  - adjust the survey based on the commissioner comments;
  - meet with RPD and take back to Outreach at the next meeting.

#### **D. Upcoming Speaking Opportunities**

##### **1. Outreach to the Community**

- There is currently nothing scheduled; staff will work to schedule presentations.

##### **2. Outreach to RPD**

- Staff recommended that the Outreach Chair meet with Chief Leach to re-establish a connection and to inquire about opportunities to outreach to RPD;
- Outreach Chair asked that ride-alongs be discussed as well.
- CPRC Chairman Gardner recommended meeting with the new RPOA president to introduce the Commission and congratulate him on his election. The Committee asked that staff set up a luncheon with the new president and include the Commission chair and vice chair.

#### **E. Notifying Next of Kin in Officer-Involved Death Cases Regarding the Existence of the CPRC**

Chairperson Percy reported that this item was discussed at a meeting with Chairperson Gardner, Chief Leach, and Assistant City Manager. Mr. Percy asked that the City Manager's Office consider notifying the next of kin that their case will be reviewed by CPRC. Mr. DeSantis said he would take this into consideration.

#### **5. Commissioner Comments**

Mr. Percy asked that staff monitor the development of the Neighborhood Conference so CPRC can be involved in the conference.

The Committee adjourned at 3:45 PM.

Recorded and Submitted by

Prepared and Finalized by

---

Jenna McAlmond  
Sr. Admin. Analyst

---

Phoebe Sherron  
Sr. Office Specialist